



Michigan  
*Office of the Auditor General*  
**REPORT SUMMARY**

*Performance Audit*

*Prisoner Intake Process*

*Department of Corrections*

Report Number:  
47-225-03

Released:  
April 2005

*The Department of Corrections (DOC) provides intake processing for male and female prisoners, including youthful offenders. The Charles E. Egeler Reception and Guidance Center (RGC), located in Jackson, receives all male prisoners and the Scott Reception Center (SRC), located in Plymouth, receives all female prisoners. Prisoner intake processing includes prisoner orientation, educational/vocational assessment, psychological assessment, health assessment, and classification screening.*

***Audit Objective:***

To evaluate the effectiveness and efficiency of DOC's prisoner intake process.

***Audit Conclusion:***

RGC, which handles the male prisoner intake process, was generally effective and efficient in its prisoner intake process. However, SRC, which handles the female prisoner intake process, was not effective or efficient in its prisoner intake process.

***Noteworthy Accomplishments:***

DOC consolidated its male intake process, including youthful offenders, into one reception center (RGC). This consolidation streamlined the prisoner intake process and helped to reduce processing time and helped to ensure that prisoners entering the system were handled in a consistent manner. Also, education testing was expanded and vocational testing was added to the male intake process.

***Reportable Conditions:***

DOC needs to continue to develop its continuous quality improvement process to evaluate and improve the effectiveness of its prisoner intake process (Finding 1).

SRC needs to improve the effectiveness of its intake process to ensure that female prisoners are processed within the time standards established by DOC (Finding 2).

SRC did not properly classify newly incarcerated female prisoners (Finding 3).

DOC did not provide or document that it provided orientation to all newly incarcerated prisoners (Finding 4).

SRC did not perform health examinations of newly incarcerated prisoners during the prisoner intake process. Also, SRC did not properly complete health screening forms to document that prisoners received

various health screenings during the prisoner intake process (Finding 5).

DOC did not consistently document that it ran Law Enforcement Information Network (LEIN) checks on newly incarcerated prisoners (Finding 6).

DOC needs to increase its efforts to obtain completed sheriff's questionnaires for all newly incarcerated prisoners (Finding 7).

SRC did not conduct prisoner strip searches in accordance with policy directives (Finding 8).

***Agency Response:***

Our audit report includes 8 findings and 9 corresponding recommendations. The preliminary response from DOC and the two prisoner intake centers indicates that they agree with the recommendations and have complied or will comply with them.

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